

1. **SUMMARY**

- 1.1 This report outlines the Committees work plan to allow them to plan the work load for their meetings along with a constant training programme.

2. **RECOMMENDATION**

- 2.1 The work plan be amended as required.

3. **REASONS FOR THE RECOMMENDATION**

- 3.1 The work plan is the responsibility of the Committee and it is entitled to amend it, add or remove items as it sees fit.

4. **ALTERNATIVE OPTION CONSIDERED**

- 4.1 The Committee is responsible for its own work load and therefore there can be no alternative options considered.

5. **BUDGETARY FRAMEWORK**

- 5.1 The content of the report has no budgetary impact.

6. **POLICY FRAMEWORK**

- 6.1 The content of the report does not impact upon the Policy Framework for the Council.

7. **BACKGROUND**

- 7.1 The work plan was produced to allow the Committee to monitor its work load and also programme in regular training to allow them be kept up to date with regards to any changes in the areas it is responsible for.

STANDARDS COMMITTEE
WORKPLAN - 2008/2009

11 June 2008

Item to be considered	Lead Officer
Appointment of Chair of the Committee for the ensuing year	Graham Leach
Appointment process and consideration of the draft Job Descriptions for two additional Independent Representatives to the Committee, including a discussion on ensuring that the independent members are truly independent	Robert Inman
Review of the Annual Governance Statement	Mary Hawkins
Agreement of Training programme for the Committee for ensuing year	Simon Best
Agreement of the WDC process for undertaking hearings on the Code of Conduct and Dispensation	Simon Best

29 July 2008

Item to be considered	Lead Officer
Appointment of two additional Independent Representatives to the Committee	Robert Inman
Appointment of a further Parish/Town Council representative to the Committee	Robert Inman
Run through of WDC process for undertaking hearings on the Code of Conduct and Dispensation	Simon Best
Consideration of the LGO complaints report on Warwick District Council and complaint statistics from complaints considered within the Council	Graham Leach

24 September 2008

Item to be considered	Lead Officer
Devising a training session for all Warwick District Councillors and guidance note for all Parish/Town Council on the role of Standards Committee	Simon Best
Training session	Simon Best

5 November 2008

Item to be considered	Lead Officer
Half year assessment of the Annual Governance Statement Action Plan	Simon Best
Half year assessment of complaints about this authority made under the Council's complaints process	Graham Leach

11 February 2009

Item to be considered	Lead Officer
Training session	Simon Best

7 April 2009

Item to be considered	Lead Officer
Training session	Simon Best